

1. Click Manage Test Sessions and then Test My Class
2. Click the box above the list of students to select all.
3. Click Assign Test
4. Choose the test from the dropdown
5. If a student needs TTS check the box next to the student(s) that need it and click Assign Accommodations
6. Scroll down to Text-to-Speech and assign which parts of the test should be read to the student
7. Click Assign
8. Click Test Now if starting the session or Save Session if you are testing at a later time
9. Saved test sessions can be found by clicking on Manage Test Sessions and then click on Show

Student List

Annotations: 2 (checkboxes), 3 (Assign Test button)

<input checked="" type="checkbox"/>	Last Name	First Name	Student ID	Student S
<input checked="" type="checkbox"/>	Bacon	Bits	674519	95126445
<input checked="" type="checkbox"/>	Bacon	Chris	133student	13328805
<input checked="" type="checkbox"/>	Bacon	Turkey	677343	94644474

Buttons: Test Now, Save Session, Cancel

Select Test

Select "None" to remove test assignments for students selected.

Test Name

- None
- Growth: Math 2-5 IA 2010 V2 (IA Common Core Mathematics: 2010)
- Growth: Math 6+ IA 2010 V2 (IA Common Core Mathematics: 2010)
- Growth: Math K-2 IA 2010 (IA Common Core Mathematics: 2010)
- Growth: Reading 2-5 IA 2011 V2 (IA Common Core English Language Arts: 2011)
- Growth: Reading 6+ IA 2011 V2 (IA Common Core English Language Arts: 2011)
- Growth: Reading K-2 IA 2011 (IA Common Core English Language Arts: 2011)

Annotation: 4 (dropdown menu)

Student List

Annotations: 5 (checkboxes)

<input type="checkbox"/>	Last Name	First Name	Student ID
<input checked="" type="checkbox"/>	Bacon	Bits	674519
<input type="checkbox"/>	Bacon	Chris	133student
<input type="checkbox"/>	Bacon	Turkey	677343

Buttons: Test Now, Save Session, Cancel

Text-to-speech

To assign Text-to-speech, the student must be assigned a test first. Note: Text-to-speech may not be available on some tests due to state/district policy. Text-to-speech is not available on Spanish or French tests.

Please check your state/district policy to determine whether Text-to-speech is considered an Accommodation or Designated Feature

Select areas of the item that would be read aloud.

- Answer choices
- Assets such as reading passages
- Question directions
- Questions/prompts

Annotation: 6 (checkboxes)

More information on [text-to-speech configuration options](#)

Buttons: Assign, Cancel

Student List

Annotations: 7 (checkboxes), 8 (Test Now button)

<input checked="" type="checkbox"/>	Last Name	First Name	Student ID	Student S
<input checked="" type="checkbox"/>	Bacon	Bits	674519	95126445
<input checked="" type="checkbox"/>	Bacon	Chris	133student	13328805
<input checked="" type="checkbox"/>	Bacon	Turkey	677343	94644474

Buttons: Test Now, Save Session, Cancel

MANAGE TESTING SESSIONS

Click Find Students to Test button to search for students or, if User Role includes Instructor, click Test My Class button to select class.

Buttons: Find Students to Test, Test My Class

Secure Testing Browser Requirements

Saved Testing Sessions

Annotation: 9 (Show button)

Button: Show